



Behavioral Health Commission

Election of Vice Chair Guidelines April 7, 2016

Nominations

The election of the BHC Vice Chair is an action item on the April 7, 2016 BHC Agenda

The preferred method for conducting the election is by roll call in open session. A quorum must be present.

The Chair of the BHC shall:

- Declare the floor open for nominations and any members may nominate another member. No second is required for a nomination.
- The Chair will ask whether the candidate accepts the nomination.
- After all nominations have been made, the Clerk will proceed with roll call elections.
- Proxy voting is prohibited unless specifically provided for in the bylaws.
- The Clerk will announce the results of the election.

Excerpt from BHC Bylaws

2.2 Duties of the Vice Chairperson

- (a) The Vice Chairperson shall assume the duties of the Chairperson when that officer vacates the position, is absent or incapacitated.
- (b) The Vice Chairperson shall carry out other duties as requested by the Chairperson.
- (c) The Vice Chairperson shall have the responsibility of orienting new Commissioners to the duties and functions of the Commission and to recruit new members.